

**SFA Project**

See mod  
partner  
summary  
attached

# CIO Weekly Dashboard Report

## Single Team Projects

10/21/2002 8:39:04 AM

No.	Project Name	Point Person	Status	Due Date	Results or Deliverables	Updates/Issues	Last updated
1	Clinger Cohen Audit / Survey of Enterprise Architecture	Hill, Denise	Green		Completed Clinger Cohen Audit	Entrance meeting - October 24, 2001. On December 31, 2001 the IG sent back questions. Consolidated responses were sent back on January 28, 2002 and February 5, 2002. More architecture documents on January 30, 2002 and held a follow up meeting on March 4, 2002 to focus on Enterprise Architecture. 7/15 Exit conference was held - FSA rated mostly 4 on a scale of 1-5. We are currently reviewing the document with the Department and expect to send comments back to the IG by Aug 31. The joint response was sent on August 28. ED and FSA entered the CAP plan into the system on 10/16.	10/21/2002
2	CSC/VDC Service Review	Fillinich, Mike	Green	10/31/2002	Corrective Action Plan	CSC presented the VDC Get Well Plan for corrective action status on schedule 9/19. Of the 310 tasks identified on 4/1/2002, 307 have been satisfactorily addressed. Two of the remaining 3 tasks will be completed 9/30 and the last task by 10/31. Since 4/1/2002, CSC has been able to stay on top of action items created by RCA's. There are 17 current tasks. 1 task is in late status awaiting completion by another vendor - Sprint.	10/21/2002
3	GAO Personally Identifiable Information Audit	Feely, Harry	Green		Completed Personally Identifiable Information Audit	Met with OIG concerning FAFSA - 2/19. GAO held working group meetings with FAFSA 4/4 and 4/5. 7/23 Draft Department to Congress was sent. Response was provided.	10/21/2002
4	OIG - 'Review of Accenture Contact	Feely, Harry Seifert, Carol	Green		Audit Report	The OIG conducted an Exit Conference to discuss the findings related to its review of the Accenture contract. The exit conference was held on Tuesday, September 17, 2002. The 3 main points that will be addressed in a forthcoming draft report deal with: performance measures in task orders, ensuring that an annual market analysis is performed on the Accenture contract, and reviewing the CDS SIS baseline costs. Waiting for GAO draft. 10/11 the DRAFT report was received. Carol Seifert and Janet worked together to provide a consolidated response.	10/21/2002
5	VDC/CIO Management Meetings	Wilson, Keith Fillinich, Mike Snead, Mark Jarmusik, Richard	Green	10/31/2002	Customer Input	Begun scheduling October VDC Budget meetings with GMs. Conducted final meeting with Jim Lynch on FMS upcoming changes and budget issues.	10/21/2002

**Key**

Green	On Schedule
Yellow	Minor schedule slippage / manageable issues
Red	Significant impact to project schedule

# CIO Weekly Dashboard Report

## Enterprise Projects

10/21/2002 8:38:54 AM

No.	Project Name	Point Person	Status	Due Date	Results or Deliverables	Updates/Issues	Last Updated
1	All Hands Meeting	Moore, Lois	Green	11/12/2002	All Hands Meeting	An email was sent to the staff on 10/10 that gave the date (11/12) and location (CNN center). Feedback is now needed from the directors on what they will be presenting at the meeting.	10/21/2002
2	Continuity of Operations Audit - OIG	Haldane, Mary Roland, Marguerite	Green		Complete Audit	Kick off meeting is scheduled for July 18th. The department has a lead on this audit.	10/21/2002
3	Database Quality Certification	Hill, Denise	Green	9/30/02	50% of Databases in the certification process	FSA has met the requirement by placing DLOS, DLCS, DMCS, and NSLDS in the process. IT Management provided the logical and physical models, collected under the prior Consistent Data efforts, to ED/CIO. The "next steps" plan is being developed. 9/19: Hill & Feely met with Lair, Fletcher & Graham...crafted a plan to use relevant information from present contractors' surveillance, and to create large extracts from production DB's for testing by Lair's software when such was needed. 9/25: Feely briefed IMWG on Database Accreditation and Certification, and received general agreement from group.	10/21/2002
4	Directors meeting with teams	Seifert, Carol Reddy, Ganesh Fillinich, Mike Coleman, Charlie	Green	11/10/2002	Teams are informed of changes in CIO	Elena is scheduling meetings with Directors to help them prepare for team meetings. Meetings have been held with all employees of Business Services.	10/21/2002
5	eLoans Initiative	Coleman, Charlie Pemberton, Tina	Green		Presented recommended approach for scoping eLoans initiative to partner agency senior leadership and OMB (including OMB 300 Business Case) on September 30, 2002.	The working draft of the OMB 300 eLoans business case is being reviewed by partner agencies (HUD, SBA, USDA and VA), with comments due this week. The eLoans team also plans to finalize the OMB 300 business case this week with ED's CFO and procurement executive and request that ED's CIO submit the document to OMB on October 18. The PMC E-Gov Subcommittee meeting has been re-scheduled for October 24. Deputy Secretaries from the partner agencies may be invited to the meeting to discuss the funding strategy/resource needs required to move eLoans forward in FY03 and FY04.	10/21/2002
6	Enterprise ITR Initiative: Creating customer solutions	Kuriatnikova, Carole	Green	12/30/2002	Customer solution program	Presented a Customer Planning status update at the CIO Strategic Meeting. The CIO Leadership group recommended a status update be given to the FSA senior leaders through an interactive presentation. This should include an endorsement by Deb Wiley and a show of support from the three business units targeted in the implementation plan to be completed by 12/15/02. Initial customer planning meeting was held with Human Resources (Calvin Thomas) on 9/27. Thomas asked that his ITR (Kuriatnikova) check back with him in 3-4 weeks after FSA had set priorities for FY03 and allocated funding. (no change)	10/21/2002

No.	Project Name	Point Person	Status	Due Date	Results or Deliverables	Updates/Issues	Last Updated
7	Executive Conference Room	Roland, Marguerite Feely, Harry	Green	11/30/2002	Completed conference room	Received a proposal from Criticom. AV Washington delivered requirements document. Met with Steve Finch on April 10th. A conference with AV Washington occurred on Monday, 4/24. AV Washington sent an updated requirements. A meeting with Finch was held on 5/17. AV Washington brought in a Drapery Company. We received a proposal on June 28th. Met with Candy on July 3rd to review capability of room. Receive updated proposal on July 15th. Wrote SOO. 7/25 Harry will talk with Rosco to define approach for contractor. August 12, 2002: Acquisitions Department sent an SOO and RFP to three bidders asking for bids within seven days. Decision and award to be made immediately after. Proposals have been evaluated and documented. FSA has completed their portion of the funding request. 9/12 Final approval is needed from Glen Perry. 9/28 AV Washington was awarded contract. 10/11 AV Washington was asked to put the work on hold until a final decision is recieved from COO. 10/18 Feely will discuss the implications with Shaw to determine the next steps.	10/21/2002
8	GAO - Homeland Security Information Technology Funding	Feely, Harry	Green			7/15 An entrance conference was held on 7/18. August 12, 2002: 10/11 No additional activity	10/21/2002
9	GAO Entrance Conference on Middleware	Reddy, Ganesh	Green	Ongoing	GAO to determine	GAO follow-up meeting was held on 8/13/02; "informal feedback" from GAO was that the meeting went very well and they were pleased by our answers.	10/21/2002
10	GISRA Reports to OMB	Boots, Andrew	Green	10/31/2002	Quarterly POA&M Report	FSA has reviewed and commented on Departmental quarterly report to OMB. Next report to be submitted by December 31, 2002.	10/21/2002
11	OIG Audit - Phase Two - Clinger Cohen Capital Planning Investment	Allison, Steve	Green	12/31/02		The entrance conference for the IG's Capital Planning and Investment Management Audit was held on September 18, 2002. The IG will be looking at capital planning and investment management matters from an enterprise standpoint (Department-wide), but also will look closely at FSA's internal processes.	10/21/2002
12	Specialized training for IT Security personnel	Boots, Andrew	Green	12/31/2002	Completed training for all FSA personnel identified.	List of courses provided to all FSA "security" personnel on 8/20. Each must take two courses from list (on web, free). On track to complete by 12/31/02. Still waiting for listing of non-completers from OCIO. FSA Security Team, which will send reminders monthly.	10/21/2002
13	Strategic Planning with One/Ed	Feely, Harry	Green	6/1/2003	Revised work plan from ED CIO	This item should be renamed to Strategic Planning with One/ED and assigned a new owner. The review of the alignment of business processes under the One/Ed project will influence the ED/CIO - FSA/CIO direction.	10/21/2002
14	Video Teleconferencing / Distance Learning	Wadsworth, Pam	Green	FY 03-04 (tba)	Distant learning for FSA	A joint conference identified the priorities, chain-of-command, service levels, etc. of the platform installed at the department. A synopsis is being formulated for delivery to the General Manager of the Schools Channel and the Director of FSA U.	10/21/2002
15	VTC Conference Rooms	Shehata, Baha Feely, Harry	Green	10/31/2002	Completed conference rooms	GSA approved the Quality Work Group's Proposal and started the modifications for the VTC rooms in UCP. The FSA Admin. Sent a message out to notify all, that these rooms are off-limit between 9/17 – 9/30, 2002. FSA-CIO and ED-CIO are scheduling the equipment installation in these rooms. The schedule calls for completion of all VTC by the last week of October.	10/21/2002

No.	Project Name	Point Person	Status	Due Date	Results or Deliverables	Updates/Issues	Last Updated
16	XACTA implementation	Boots, Andrew Wilson, Keith	Green	12/31/02	C&A packages for all FSA systems	OCIO has added about \$70K to make the down-payment \$400K (of \$996K required). Implementation team to meet as soon as FY03 contractor support for FSA settled. Three implementation steps: (1) Installation at VDC; (2) Customization of tool for ED/FSA environment; and (3) Entering system-specific data for 100 Departmental systems.	10/21/2002

**Key**

Green	On Schedule
Yellow	Minor schedule slippage / manageable issues
Red	Significant impact to project schedule

# CIO Weekly Dashboard Report

## Cross - Cutting Team Projects

10/21/2002 8:38:43 AM

No.	Project Name	Point Person	Status	Due Date	Results or Deliverables	Updates/Issues	Last Updated
1	Balanced Scorecard	Haldane, Mary Pesavento, Paul	Green		CIO Balanced Scorecard	Draft Balanced Scorecard (BSC) presented to Steve Hawald on 8/5. Offiste held 9/10/02. BSC finalized 9/23/02. Named Paul Pesavento as temporary BSC lead and Wanda Broadus as temporary team member. Detailed calendar developed of duties for the next month. Datasheets are due from the directors on 10/15. Datasheets, and accompanying data for Phase I items, from Mike Fillinich and Ganesh Reddy have not been received as of 10/17. The delay in receiving this data is causing a slippage in agreed upon BSC milestones.	10/21/2002
2	CFC for FSA	Thompson, Coretta Williams, Stephanie	Green	12/31/02	Reaching CIO goal for CFC	Attended CFC training on 10/8/02. Distributed CFC catalog and forms to all CIO employees on 10/15/02. There will be a Care givers fair on 10/24/02, and details will be sent by e-mail, as soon as they become available.	10/21/2002
3	Enterprise Architecture with ED	Hill, Denise	Green	9/30/2003	Approved framework	The Enterprise Architecture Vision was presented to the Information Management Working Group on September 11th. 10/7/02 - the second draft of the vision is being given to IMWG and FSA Directors on Wednesday 10/9/02 (possibly) or on Wednesday 10/23/02 (certain) depending on BA&H productivity. Second draft given to directors on 10/21/02	10/21/2002
4	FSA and CIO Alignment and Strategic Plan	Hawald, Steve Feely, Harry	Green	10/30/2002	CIO Strategies and Action Plan	Continue FSA strategies planning sessions until FSA plans are final, then align CIO strategies, action plans and budgetwith FSA. 10/11 Meetings are on track as scheduled.	10/21/2002
5	FSANet CIO Pages Update	Kuriatnikova, Carole Merchant, Denise	Green	Ongoing	CIO content on FSANet	Awaiting Steve Hawald's decision on orphan content. A content meeting was held on September 25, and was attended by 7 of 21 content owners. Suggestions for improvement include deploying content simultaneously to the extranet, bringing 2nd and 3rd level pages to the home page with a short link, and developing a "Tools" section to include Rational (e.g., ECM). Met with Fillinich to discuss options for improving content deployment on the extranet. He will discuss with Steve Hawald while ITR and ROH work with ITA team to determine technical feasibility of simultaneous deployment. (no change)	10/21/2002
6	GAO - PBO Audit	Feely, Harry	Green		Completed Audit	FSA and contractor personnel working on NIST, CIP, and Inventory worksheets for Team by July 22 for submission to ED July 29. Submitted July 29.	10/21/2002
7	Gartner's Audit/Scoreboard on CSC Virtual Data Center Contract	Jarmusik, Richard	Green	9/12/02	Gap Analysis of CSC scorecard and recommendation	The plan is ready for review with CIO Mark Snead, and Accenture Need to schedule time on the Monday PM meeting. No change in status. Working to get on Steve's calendar. Meeting is scheduled for Friday 10/11/02. Review completed , followup up Gartner to schedule a presentation Target the week of Nov 4.	10/21/2002
8	Hire Personnel	Burton, Joy	Yellow	Pending	Fill Critical Vacancies	GS 15 for IT Customer Support was disapproved by Hansen, 09/16/02. We are preparing a memo for exceptions to the hiring freeze for COO approval, 9/26/02. Steve is scheduled to meet with Terri Shaw on the CIO Exceptions the week of October 11, 2002. 10/21/02 Steve met with Terri and 14 and above positions are still on freeze.	10/21/2002

No.	Project Name	Point Person	Status	Due Date	Results or Deliverables	Updates/Issues	Last Updated
9	Lobby Monitor	Roland, Marguerite Wadsworth, Pam	Green	11/15/2002	Lobby Monitor is running with improved processes	The low tech approach to the lobby monitor using Power Point is in operation. Activities this week included ongoing maintenance in timing of slides, the removal of outdated material, and adding new-approved slides. The award of the contract on 8/01 to ROH will establish an automated approach. 9/5 ROH plans to deliver the software by 9/9. Test plans have been created. We want to implement the software by 9/30/02. The line for Cable TV is now available. 9/13 The software was recieved. There are some installation concerns that ROH plans to solve on 9/16. 9/29 The implementation plan for the Lobby Monitor needs to be re-evaluated based on the MONitor's instability for over a week. The problem seems to be resolved, however, no additional testing witll be performed until the monitor in production is stable. 10/18 The memory to support the monitor will be installed on Monday, 10/21. Testing of the software has begun.	10/21/2002
10	Testing / Quality Assurance / CM briefing for COO	Reddy, Ganesh Rockis, Mike	Green	10/31/2002		Final drafts were delivered to Steve Hawald afternoon of 09/26/02 for review and edit. (no change)	10/21/2002

#### Key

Green	On Schedule
Yellow	Minor schedule slippage / manageable issues
Red	Significant impact to project schedule